



**BEFORE THE PLANNING COMMISSION
OF THE CITY OF CANBY**

**SITE AND DESIGN REVIEW FOR
CONSTRUCTION OF A NEW OFFICE
BUILDING**

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**FINDINGS, CONCLUSION & FINAL ORDER
DR 21-08
COLIMA CONSTRUCTION OFFICE BUILDING**

NATURE OF THE APPLICATION

The applicant proposed site and design review for a new office building with associated parking and landscaping on a 0.37 acre parcel within the Redwood Professional Village. The building is proposed to be 2,750 square feet designated for office use. The intended occupant is the applicant business, a general contractor. Site features proposed include 15 parking spaces, 46% site landscape coverage, and pedestrian connection to the Molalla Forest Road Trail. This use is allowed outright in the C-M zone.

HEARING

The Planning Commission considered application **DR 21-08** after the duly noticed hearing on October 25, 2021 during which the Planning Commission approved by a 5/0 vote **Colima Construction Office Building**, subject to Conditions of Approval. These Findings are entered to document the approval.

CRITERIA AND STANDARDS

In judging whether or not the aforementioned application shall be approved, the Planning Commission determines whether criteria from the City of Canby Land Development and Planning Ordinance are met, or can be met by observance of conditions. Applicable code criteria and standards were reviewed in the Staff Report dated October 15, 2021 and presented at the October 25, 2021 meeting of the Canby Planning Commission.

FINDINGS AND REASONS

The Staff Report was presented, and written and oral testimony was received at the public hearing. Staff recommended approval of the Site and Design Review application and applied Conditions of Approval in order to ensure that the proposed project will meet all required City of Canby Land Development and Planning Ordinance approval criteria.

CONCLUSION

In summary, the Planning Commission adopted the findings contained in the Staff Report along with the additional findings concluded at the public hearing and noted herein, concluding that the application met all applicable approval criteria to the extent feasible, and recommending that **Colima Construction Office Building (City File DR 21-08)** be approved with the Conditions of Approval reflected in the written Order below.

ORDER

The Planning Commission concludes that, with the following conditions, the application meets the requirements for Site and Design Review approval. Therefore, IT IS ORDERED BY THE PLANNING COMMISSION of the City of Canby that **Colima Construction Office Building (City File DR 21-08)** is approved, subject to the following conditions:

CONDITIONS OF APPROVAL

Public and Utility Improvements:

1. Sanitary sewer service shall be extended to serve the facility to the satisfaction of the City Engineer and the Public Works Department. (Public Works/City Engineer)
2. Water and electric service shall be extended to serve the facility to the satisfaction of the City Engineer and Canby Utility. Water services shall be constructed in conformance with Canby Utility requirements. (Public Works/City Engineer)
3. Water services and fire protection shall be constructed in conformance with Canby Utility and Canby Fire requirements. The applicant shall coordinate directly with these agencies. (Canby Fire)
4. Driveways widths shall be a maximum of 40-feet wide as per City of Canby Municipal Code unless specifically allowed by the City Engineer. (City Engineer)
5. Coordinate with Parks and Public Works to retain or reconstruct the existing bench and bollards along the walking path. (Public Works)

Building Permits:

6. The project applicant shall apply for Clackamas County Building permits and a City of Canby Erosion Control Permit from the Canby Public Works Department. Clackamas County Building Codes Division will provide structural, electrical, plumbing, and mechanical plan review and inspection services for construction of the project.

Prior to Occupancy:

7. Pursuant to Subsection 16.49.060 of the Canby Municipal Code, Site and Design

Review Board approvals shall be void after twelve (12) months unless: A building permit has been issued and substantial construction pursuant thereto has taken place, as defined by the state Uniform Building Code; or the Planning Department finds that there have been no changes in any Ordinances, standards, regulations or other conditions affecting the previously approved project so as to warrant its resubmittal. (Ord. 848, Part III, Section 4, 1091). (Planning)

8. An erosion control and a grading permit will be required from the City of Canby prior to any on-site disturbance. (Planning)

9. The project applicant shall apply for a City of Canby Site Plan Permit, Clackamas County Building permits (including grading permits), and a City of Canby Erosion Control Permit prior to project construction. (Planning/Public Works)

10. Clackamas County Building Services will provide structural, electrical, plumbing, and mechanical plan review and inspection services. (Clackamas County Building Services)

11. Construction plans shall be designed and stamped by a Professional Engineer registered in the State of Oregon. (City Engineer)

12. The applicant shall submit signage applications to the City for any future signs. Proposed signs shall conform to provisions of Chapter 16.42 of the CMC and shall secure a building permit from Clackamas County Building Services prior to their installation if applicable. (Planning)

13. A narrative with accompanying materials shall be provided during the final certificate of occupancy process that demonstrates how the project is consistent with the conditions of approval stated in this Staff Report. (Planning)

14. Prior to occupancy, all parking striping, wheel stops, ADA space requirements and signage shall be installed. (Planning)